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State of Wisconsin  
Department of Workforce Development  
Jim Doyle, Governor  
Roberta Gassman, Secretary  
Ron Danowski, Division Administrator

June 30, 2010

Ms. Cheryl Welch, Director  
Fox Valley Workforce Development Board, Inc.  
1401 McMahon Drive  
Neenah, WI 54956

Dear Ms Welch:

This letter is a follow up to the financial review conducted at your location by Jefferson Wells on February 25 and 26. It is my understanding that you received a copy of the summary of the financial review from the Office of Recovery and Reinvestment.

The financial review summary was surprising from two perspectives. First, several of their observations mirror the findings of Department of Workforce Development's (DWD's) on-site review done in 2007. Your organization developed a corrective action plan, yet similar issues were found again. Second, the number and severity of the findings far exceed those of other Workforce Development Boards in the State.

I have attached the reports and correspondence that DWD has received from Wisconsin's Office of Recovery and Reinvestment regarding Jefferson Wells' financial review of the ARRA programs with your WDB. We also sent a copy of this material to the Department of Labor for follow up with your agency when they visit in late August.

I am copying the Fox Valley Workforce Development Board Chair so that he may lead the Board in implementing action to address these serious observations and exercise the due diligence to prevent future issues. The Fox Valley Workforce Development Area's LEO is being copied because the Counties remain ultimately liable for the actions of the Board and its agents.

Please review the attached reports and correspondence and provide a written response to the report within thirty (30) days of this correspondence to Nancy Eilks and your Local Program Liaison. Because the Board, the LEOs and the Board's agent, share the responsibility for corrective action, I expect that each will sign the corrective action plan.

Because this is an ARRA review, the report and your response will be posted to the DWD ARRA website. DWD will assess implementation of new or revised procedures from the corrective action plan during our financial review of your WDB, which will be conducted jointly with the Department of Labor.

Sincerely,

A handwritten signature in black ink, appearing to read 'Gary Denis', written over a horizontal line.

Gary Denis  
Director  
Bureau of Workforce Training

cc. Brad Grant  
Mark Harris  
Nancy Eilks  
Theresa Loerke